



CHC52025 DIPLOMA OF COMMUNITY SERVICES

CRICOS Course Code: 118767F

National Qualification Code: CHC52025

Course Duration: 104 Weeks (Includes term breaks)

Delivery arrangement: Face to Face and Online

Next start dates: See website for details or contact admissions

COURSE DESCRIPTION

This qualification reflects the role of community service workers involved in the delivery, management and coordination of person-centred services to individuals, groups, and communities.

At this level, workers have specialised skills in community services and work autonomously within their scope of practice under broad directions from senior management.

Workers support people to make change in their lives to improve personal and social wellbeing and may also have responsibility for the supervision of other workers and volunteers. They may also undertake case management and program coordination.

To achieve this qualification, the candidate must have completed at least 100 hours of work as detailed in the Assessment Requirements of units of competency.

The skills in this qualification must be applied in accordance with Commonwealth and State or Territory legislation, Australian standards and industry codes of practice.

No occupational licensing, certification or specific legislative requirements apply to this qualification at the time of publication.

STUDY AND ENJOY MULTICULTURAL BURWOOD

Skyline International College, Burwood campus is just 12 minutes by train from the heart of the city of Sydney. The campus is in the center of Burwood and is just 2 minutes of walk from the Burwood train station or bus stop. Burwood is multicultural and is a destination for international students to live and work.

ENTRY REQUIREMENTS

Skyline International College (SIC) follows the Community Services Training Package guidance for the entry requirements for this qualification. There are no entry requirements for this qualification and direct entry is accepted.

Age and Academic Requirements:

International students must be 17 years or older and minimum completion of Australian Year 12 secondary school education equivalent or above.

English Language Requirements:

- Academic IELTS 6.0 overall, no less than 5.5 in each band, upper intermediate, or EAP from an approved ELICOS/ESL center.
- Any AQF qualification at the Certificate III level or above in any discipline area delivered and assessed in English only will be deemed as meeting both the academic and English language entry requirements.
- Successfully complete the Language, Literacy, and Numeracy (LLN) and Digital literacy assessment provided by SIC prior to finalization of enrolment.

Physical requirements:

Participants of this course should have reasonable level of fitness as the role may involve a variety of manual handling tasks that require physical activity, such as bending, lifting and standing for long periods of time.

RESOURCES REQUIREMENTS

We provide access to your course materials through SIC eSpace online platform and course handouts. We have computers and student access at the college, required software's (eg, IT software's and Microsoft suite) are installed in college computers for students to use.

The course materials fee for the course is \$4,000.

VOCATIONAL OUTCOME

Occupational titles suited to our choice of electives may include:

- Community Care Manager
- Coordinator of Volunteer Work
- Care Team Leader
- Support Facilitator (Community Services)
- Community Recreation Coordinator
- Community Worker
- Community Services Coordinator
- Community Access Coordinator
- Case Coordinator (Community Services)
- Disability Team Leader
- Support Facilitator (Disability)
- Assistant Community Services Worker

COURSE STRUCTURE

Our course has been designed to meet the requirements for the CHC52025 Diploma of Community Services. It contains 20 units of competency as follows:

- 12 core units
- 8 elective units

Unit Code	Unit Title	Core/Elective
CHCCCS004	Assess co-existing needs	Core
CHCCCS007	Develop and implement service programs	Core
CHCCCS019	Recognise and respond to crisis situations	Core
CHCCSM017	Facilitate and review case management	Core
CHCDEV005	Analyse impacts of sociological factors on people in community work and services	Core
CHCDFV001	Recognise and respond appropriately to domestic and family violence	Core
CHCDIV001	Work with diverse people	Core
CHCDIV002	Promote Aboriginal and/or Torres Strait Islander cultural safety	Core
CHCLEG003	Manage legal and ethical compliance	Core
CHCMGT005	Facilitate workplace debriefing and support processes	Core
CHCPRP003	Reflect on and improve own professional practice	Core
HLTWHS003	Maintain work health and safety	Core
CHCCOM003	Develop workplace communication strategies	Elective
CHCMGT006	Coordinate client directed services	Elective
CHCDIV003	Manage and promote diversity	Elective
CHCMHS011	Assess and promote social, emotional and physical wellbeing	Elective
CHCINM001	Meet statutory and organisation information requirements	Elective
CHCEDU002	Plan health promotion and community intervention	Elective
CHCPOL003	Research and apply evidence to practice	Elective
BSBPEF401	Manage personal health and wellbeing	Elective

DELIVERY METHODS

The course is delivered across 104 weeks over 8 terms.

The delivery mode is blended delivery mode combining classroom and online delivery.

Classroom learning:

This blended mode means we conduct face-to-face delivery for 15 hours per week supplemented by structured eSpace online learning for 5 hours per week. Once you start the course, the trainers will explain how the classes will run 15 hours per week in the classroom. Classroom learning includes lectures supported by powerpoint plus visual topic content, with practice time and lots of group and oral work.

Structured online learning

5 hours per week is scheduled contact hours in eSpace – it is a structured online delivery. The trainer explains the learning activities that must be completed each week in the 5 hours allocated to self-directed learning in this blended mode through eSpace. Students complete the study in eSpace on their own outside of the set classroom hours. Students will be expected to have completed this online learning to keep up with the session work.

Additional self-study

The trainer explains the learning activities that must be completed each session. There is a lot of content and the overseas students may need extra time to absorb the classroom learning. Students complete extra self- managed study approximately 5 hours per week in the platform on their own outside of the set classroom hours. This is recommended to do study and homework and is not monitored for training hours. Students will be expected to complete this as homework to keep up with the class work. This is not monitored by the trainer and is NOT counted in the 20 scheduled contact hours per week. These hours are counted as volume of learning hours and are additional to the amount of training hours.

Work Placement:

Work placement must be completed in a regulated organisation that provides person-centred community services in Australia

Students are required to complete 200 hours of work placement. Placement will be undertaken in an accredited community service organisation at 20 hours per week. SIC has agreements with workplaces to provide suitable placement opportunities for students; however, students are also encouraged to source their own community service organisations to complete the practical component. Students must undergo a police check prior to placement, at their own cost. Immunisations may also be required, and these requirements will be advised by the student's placement organisation.

SAMPLE TIMETABLE

Day	Face to Face (15 hours/week)	Online (5 hours/week)
Day option 2 days 8.00 am - 4.00 pm	Lectures, group work, oral work, case studies, simulation, practical demonstration	Self-Study (in your own time). Revise and practice classroom learning.
Evening option 3 evenings 4.00pm – 9.30pm		

ASSESSMENTS

Students are required to complete a range of tasks as part of the assessment requirements for each unit. Assessment methods may include:

1. Written Assessment
2. Practical Demonstration of Task
3. Case study
4. Project / Assignment
5. Role Play / Presentation
6. Portfolio / Work Placement evidence / Third Party Report

Within the Projects there may be a number of tasks and methods used to gather evidence of competency such as:

- Web based research and reports

- Scenarios and case studies
- Practical demonstrations observed by the Assessor
- Simulations
- Presentations observed by the Assessor

RECOGNITION OF PRIOR LEARNING (RPL) AND CREDIT TRANSFER (CT)

RPL and credit transfer (CT) can be applied for at the time of enrolment or during orientation and the original or certified copy must be provided. A fee is payable for assessing your RPL status or processing your credit transfer, please refer to our price lists in the handbook and website. If credit is granted, international students may have their course and visa shortened.

Pathway for other Community services Training Package Courses at SIC

- ✓ Students who have completed CHC52025 Diploma of Community Services or relevant units' at SIC will be offered credit transfer. This will reduce the duration of study in the CHC50125 Diploma of Early Childhood Education and Care Course Delivery Structure from 4 Term (direct entry) to three & half Term at Skyline International College.

COURSE COMPLETION

Upon successful completion of all the required units of this course, you will receive a nationally recognised qualification CHC52025 Diploma of Community Services. Students who do not complete all required units may be eligible for a Statement of Attainment in partial completion of CHC52025 Diploma of Community Services course.

PATHWAYS

Under mutual recognition, the Qualification or Statement of Attainment awarded by Skyline International College will be recognized by other RTOs Australia wide. Upon successful completion of this course, students may choose to study:

- An undergraduate degree at universities or higher education providers that are willing to accept your credentials and experience (subject to higher education providers course entry requirements).

TRAINING AND OTHER FACILITIES

Skyline International College campus is fully equipped with required facilities including modern computer lab with internet access and required IT software's, data projector and resources borrowing facility, printing and photocopying facility and a student common area.

SKYLINE INTERNATIONAL COLLEGE CONTACT DETAILS

Suite 701, Level 7, 11-15 Deane Street, Burwood, NSW 2134, Australia

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